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# Office Memorandum • UNITED STATES GOVERNMENT

TO : C/PPS

DATE: 5 December 1957

FROM : C/LAS

SUBJECT: Weekly Activities Report #49

A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

1. As an additional effort to develop a stronger common basis for understanding problems and methods of linguistics and language training, the School is considering sponsoring a summer orientation program in the application of linguistic science to language teaching. It is our desire that selected staff and most contract employees participate. At present we are considering specifications and methods of carrying out the program, as well as the extent of probable participation. It is believed that the limited program we have in mind can contribute considerable to strengthening the quality of training we provide.

2. We have asked EE to indicate their future interest in Polish training in order that we can decide whether to release (beyond recall) the full-time instructor of the present course. It will be recalled that we met EE's frantic, crash, untimely requirement last February by negotiating loan without cost to OTR of a native speaker and by using, part-time, the talents of our Polish-speaking laboratory technician to serve as a drill master. We have suggested to EE that a requirement for only one or two persons should be met by orderly scheduling in the next FSI course beginning in September, and that we should retain our capability for internal training only to meet substantial desire.

*This shows  
we are  
attempting  
to cut down  
wherever  
possible*

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3. On the Friday after Thanksgiving, [REDACTED] spent nearly two hours with staff of the School in order to become familiar in more details with our activities. In preparation, he read in advance our "orientation manual," recently brought up-to-date.

4. General educational counseling has been provided recently to several employees, in some instances for themselves, in some instances for their children about ready to enter college.

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5. [REDACTED] has returned from leave during which he worked on completion of his dissertation as the last requirement for his Ph.D. which he expects to receive in June.

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6. Final plans now are being made for the LAS conference at [REDACTED] 10-12 December. Present indications are that our guests will include [REDACTED], and [REDACTED] one or two others who have not yet accepted our invitation.

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7. At the request of [REDACTED] of SAIS, [REDACTED] is lecturing this week at SAIS on the general field of linguistics--an interesting switch from the normal pattern for lecturers.

8. Monthly meeting of the inter-agency language training roundtable is scheduled for Friday morning at the FSI.

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9. [REDACTED] gave a talk to [REDACTED] USSR Area Survey class on "Soviet Literature" on 3 December.

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10. [REDACTED] went to FDD on 3 December to confer with Mr. [REDACTED] about the Norwegian proficiency test and with Mr. [REDACTED] about the Arabic test.

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11. On 27 November, [REDACTED] discussed with [REDACTED] possibilities of reserving the R&S Auditorium for proficiency testing next spring.

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12. [REDACTED] checked on the availability of typewriters with foreign keyboards in FDD, TSS, NEA, and SE. He succeeded in locating typewriters for Arabic, Bulgarian, Burmese, Greek, Serbian, Thai, and Vietnamese, but not for Hindi, Pashto, Tibetan, or Urdu.

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13. Permission to pay composers of the Amharic and Pashto tests was received on 2 December. Both composers were instructed by mail to go ahead with their tests and were given a deadline of 31 December.

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14. [REDACTED] conferred with Mr. [REDACTED] of Personnel on 2 December to correct inaccuracies in the listing of languages for the IBM machines.

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